

HANDOUT B: ERGONOMICS WORD BANK

ERGONOMIC RISK FACTORS

- Bending or twisting your neck or back
- Reaching overhead
- Lifting something heavy in an unsafe way
- Pulling or pushing
- Repeating hand or finger movements over and over
- Staying in one position too long
- Holding your body one way for too long.

HOW YOU CAN KEEP FROM GETTING HURT

Not bending or twisting your back or neck.

- Reduce bending or twisting.
- Work with things right in front of you.
- Keep things not too high, not too low, and not out to the side

Keeping your back and neck straight when you work.

- Take steps with your feet rather than twisting your body when moving things from one place to another.

Reaching overhead.

- Ask your boss to move things closer to you.
- Ask for a platform to stand on so things are closer to you.

Lifting something heavy.

- Get help lifting things that are heavy.
- Use tools or machines to help you lift.

Pulling or pushing.

- Push instead of pull when possible.

- Don't let the cart or bin you're using get too heavy or too full.
- Ask your boss if you can use smaller carts.

Moving your hands or fingers the same way over and over.

- Take short breaks often.
- Stretch your fingers, hands, and the rest of your body.
- Stretch often.
- Try to avoid doing the same task over and over.

Staying in one place or holding your body in one position for a long time.

- Move around to keep your body from getting too tired.
- If you need to stand on a hard floor for a long time, wear shoes that feel good or ask for a special mat.

Ask your boss to help change how your workstation is set up.

If you start to hurt, talk to your boss about changing how you work.